



## Transit Asset Management Plan for the Miami Valley Regional Planning Commission

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*October 2018 (Revised 09/18/2018)*

### **Introduction**

In 2016, the Federal Transit Administration (FTA) published a rule, 49 CFR Part 625, to require public transit providers that receive Federal transit assistance to undertake certain transit asset management activities. Transit Asset Management (TAM) is the strategic and systematic practice of procuring, operating, inspecting, maintaining, rehabilitating, and replacing transit capital assets to manage their performance, risks, and costs over their life cycles, for the purpose of providing safe, cost-effective, and reliable public transportation. Asset management is a cornerstone of effective performance management. By leveraging data to improve investment decision-making, asset management improves reliability, safety, cost management, and customer service.

Maintaining transit assets, including rolling stock, infrastructure, equipment, and facilities, in a state of good repair is essential to maintaining safety, ensuring system reliability, and reducing long-term maintenance costs. In its 2010 National State of Good Repair Assessment, FTA found that more than 40% of bus assets and 25% of rail transit assets were in marginal or poor condition. There is an estimated backlog of \$50–\$80 billion in deferred maintenance and replacement needs, a backlog that continues to grow. Transit agency customers, policymakers, and public agencies are holding agency management accountable for performance and increasingly expect more business-like management practices. The magnitude of these capital needs, performance expectations, and increased accountability requires agency managers and accountable executives to become better asset managers.

The Moving Ahead for Progress in the 21<sup>st</sup> Century Act (MAP-21), and the subsequent Fixing America’s Surface Transportation (FAST) Act, mandated the establishment of a National Transit Asset Management (TAM) System that would develop a definition of “state of good repair;” required recipients and subrecipients of federal transit funding to develop transit asset management plans, and established state of good repair performance measure and reporting requirements.

To ensure compliance with the requirements of MAP-21, the FTA published a final rule on TAM planning requirements on July 26, 2016. The final rule included a transit-specific asset management framework for managing assets individually and as a portfolio of assets that comprise an integrated system. Within that framework, the FTA identified three potential roles in transit asset management planning:

1. Tier I Provider is a recipient that owns, operates, or manages either (1) one hundred and one (101) or more vehicles in revenue service during peak regular service across all fixed route modes or in any one non-fixed route mode, or (2) rail transit. Tier I providers must develop their own, individual TAM plan.
2. Tier II Provider is a recipient that owns, operates, or manages (1) one hundred (100) or fewer vehicles in revenue service during peak regular service across all non-rail fixed route modes or in any one non-fixed route mode, (2) a subrecipient under the 5311 Rural Area Formula Program, (3) or any American Indian tribe. Tier II providers can develop their own individual TAM plan or can be included in a group plan developed by a sponsor agency.
3. Sponsor Agency is a State, a designated recipient, or a direct recipient that develops a group TAM for at least one tier II provider.

Miami Valley Regional Planning Commission is the Designated Recipient for FTA Section 5310 (Enhanced Mobility of Seniors & Individuals with Disabilities) funding and is therefore the Sponsor Agency for the various Tier II agencies that have received and operated 5310 funded vehicles. The group plan sponsor is responsible for setting unified targets for the plan participants. Participants must also provide the Sponsor with any information necessary and relevant to completing the original plan and any future revisions.

Tier II providers may only participate in one group plan and must provide written notification to MVRPC if they choose to opt-out and develop their own plan. Greater Dayton RTA, GreeneCATS, and Miami County Transit have all opted to develop their own plans.

### **Transit Asset Management Plan Requirements**

MVRPC has developed this Regional Transit Asset Management Group Plan in accordance with the guidelines established by the FTA. Specifically, CFR 625.25 requires that all TAM plans include:

1. An inventory of the number and type of capital assets. The inventory must include all capital assets that the provider owns, except equipment with an acquisition value under \$50,000 that is not a service vehicle. (All service vehicles are included, regardless of value.) The inventory also must include third-party owned or jointly procured exclusive-use maintenance facilities, passenger station facilities, administrative facilities, rolling stock, and guideway infrastructure used by a provider in the provision of public transportation. The asset inventory must

be organized at a level of detail commensurate with the level of detail in the provider's program of capital projects.

2. A condition assessment of those inventoried assets for which a provider has direct capital responsibility. A condition assessment must generate information in a level of detail sufficient to monitor and predict the performance of the assets and to inform the investment prioritization.
3. A description of analytical processes or decision-support tools used to estimate capital investment needs over time. Decision support tool means an analytic process or methodology to help prioritize projects to improve and maintain the state of good repair of capital assets within a public transportation system, based on available condition data and objective criteria; or to assess financial needs for asset investments over time.
4. A project-based prioritization of investments.

In addition to required elements noted above, group plan sponsors must ensure the following:

1. Coordination with the development of the plan with each Tier II provider's Accountable Executive; and
2. That the completed group plan is made available to all participants in a format that is easily accessible.

## **Transit Asset Inventory**

### **Tam Plan Inclusion – Open v. Closed Door Service**

Per the FTA's interpretation, if a transportation provider's funding comes only via Section 5310, and none of the services provided are open to the public or segment of the public (seniors, disabled or low income), then the transit provider is exempt from the transit asset management rule. MVRPC contacted all 5310 recipients in its region to determine if they are considered open door by reviewing agency eligibility criteria for transportation purposes. If the agency had membership or client specific criteria above and beyond the definition of segment of the public, as a requirement to use transportation services the agency was deemed "closed door" and exempt from this plan. Below is a list of agencies with closed door transit operations.

Table 1: Agencies NOT Open Door

<b>Providers:</b>	<b>Number of FTA Funded Vehicles held by "Closed Door" Agencies</b>	<b>Number of Non-FTA Funded Vehicles held by "Closed Door" Agencies</b>	<b>Number and Type of Vehicles in total fleet</b>	<b>Accessible Vehicles in the Fleet</b>
<b>Interfaith Hospitality Network of Greene County Women's Recovery Center</b>	0	1	1 Minivan	No
<b>Miami County YMCA</b>	0	4	4 (1 school bus, 1 small bus, 2 mirco buses)	No
<b>RT Industries</b>	6	10	19 (10 buses, 6 mini-buses, 3 MV-1 vehicles)	Yes
<b>Tipp City Senior Center</b>	0	0	None - Volunteer rides among members	N/A
<b>Rides To Work</b>	0	0	2-3 Vehicles, referral from social services organization	No
<b>Partners In Hope</b>	0	18	18 (four passenger cars)	No
<b>Choices in Community Living</b>	0	62	21 accessible vehicles	Yes
<b>Montgomery County Board of Developmental Disabilities</b>	0	50	50 accessible and specially modified school buses; 35 accessible vans	Yes
<b>Places Inc.</b>	0	13	13, consisting of vans and one maintenance van	Yes
<b>Resident Home Association (RHA)</b>	0	16	16, 10 full vans, 6 accessible vans	Yes
<b>South Community, Inc.</b>	1	3	1 5310 van (not open door), 2 15 passenger vans non-accessible, 1 minivan	No
<b>United Rehabilitation Services of Greater Dayton (URS)</b>	3	0	4 accessible transit vans	Yes

<b>Providers:</b>	<b>Number of FTA Funded Vehicles held by "Closed Door" Agencies</b>	<b>Number of Non-FTA Funded Vehicles held by "Closed Door" Agencies</b>	<b>Number and Type of Vehicles in total fleet</b>	<b>Accessible Vehicles in the Fleet</b>
<b>Wesley Community Center, Inc. (WCCI)</b>	4	0	5 (2 twelve passenger mini bus, 2 seven passenger mini-vans, 1 ten passenger mini bus)	Yes
<b>YMCA of Greater Dayton</b>	0	10	10 (mix of school buses and mini buses)	N/A
<b>The Castle/ Friends at the Castle</b>	0	1	1 (12 passenger mini bus)	Yes
<b>Goodwill/Easter Seals of Miami Valley</b>	0	40	40 (buses, sedans, mini buses)	Yes
<b>Graceworks Lutheran Services</b>	0	6	6 (2 shuttle buses, 2 handivans, 2 sedans)	Yes
<b>Safehaven, Inc.</b>	0	4	4	No
<b>Dayton VA Medical Center</b>	0	3	N/A (3 vehicles available for Dayton VA, fleet manager has more vehicles if needed for emergency purposes)	Yes
<b>Universal Transportation Systems</b>	Not Available	Not Available		
<b>Eastway Corporation</b>	5	9	23	No
<b>American Cancer Association</b>	0	0	30 total volunteers = 30 total cars	No
<b>Elderly United of Springfield and Clark County, Inc.</b>	1	0		
<b>Total Vehicles</b>	<b>20</b>	<b>252</b>		

### Open Door Agencies

Open Door Agencies are those that provide regular shared-ride transportation services that are open to the general public or open to a segment of the general public defined

by age, disability, or low income. The following is a list of agencies with open door operations, and the vehicles associated with each agency.

Table 2: Open Door Agencies

<b>Providers:</b>	<b>Number of FTA funded vehicles held by "Open Door" agencies</b>	<b>Number of Non-FTA funded vehicles held by "Open Door" agencies</b>	<b>Number and Type of Vehicles in total fleet</b>	<b>Accessible Vehicles in the Fleet</b>
<b>Xenia Adult Recreation and Service Center</b>	6	14	20, all accessible, from mini-vans to 16 passenger vehicles	Yes
<b>Yellow Springs Senior Center</b>	0	3	3 sedans, plus volunteers sometimes use own vehicles	No
<b>Toward Independence</b>	7	8	13 accessible transit buses, 2 (15 passenger vans)	Yes
<b>Deardoff Senior Citizens Center (does not have vehicles) + Franklin Township (has the vehicles)</b>	2	1	3, modified accessible vans/trucks	Yes
<b>Warren County Community Services</b>	3	7		Yes
<b>City of Kettering - Lathrem Senior Center</b>	3	4	6, consisting of 3 accessible vans and 3 sedans	Yes
<b>Rec West Enrichment Center</b>	1	2	3 (2 vans, 1 sedan)	Yes
<b>Vandalia Senior Center/ City of Vandalia</b>	0	1	1	No
<b>Brookville Area Handivan Ministry</b>	0	7	7 (4 sedans, 3 vans)	Yes
<b>Total Vehicles</b>	<b>22</b>	<b>47</b>		

## Data Collection

The data collected from Participating Tier II Agencies includes information on each asset such as mileage, funding source, ownership and description of the asset, and vehicle condition ranking. The forms used to collect data, in the summer of 2018, were developed in Microsoft Excel and were easily completed by systems and electronically sent to MVRPC. In addition, the providers report on their vehicles every 6 months using an Ohio Department of Transportation FormStack form, the *Specialized Transportation (5310) Program Vehicle Monitoring Report*. The report form is found at <https://odot.formstack.com/forms/vehiclemonitoringreport>, and copies of the reports relevant to the MVRPC Region are sent back to the MPO.

## Vehicle Types

MVRPC is using the same vehicle typology as the Ohio Department of Transportation, as many of our local agencies still use older vehicles that were funded by ODOT. MVRPC does not fund all of these vehicle types with our regional Section 5310 funding. The vehicles operated by the Participating Agencies included the following:

- Automobile (AO)
- Modified Minivan (MMV)
- Standard Minivan (SMV)
- Dedicated Mobility Vehicle (MV-1)
- Converted Van (CV)
- Light Transit Narrow Body Vehicle (LTN)
- Light Transit Vehicle (LTV)

## Condition Assessments

In an effort to determine the State of Good Repair (SGR) that truly reflects the condition of the asset, MVRPC uses a three-factor analysis to determine SGR for rolling stock. The factors include useful life, useful mileage, and condition assessment. Each factor uses a 1-5 scale and utilizes the useful life and miles taken from Table 3. Taking an average of the three factors allows MVRPC to identify rolling stock that may not have met its useful life but due to extremely high mileage or adverse operating conditions may no longer be fit for its intended purpose. Conversely, a vehicle exceeding its useful life may have low mileage and is in good condition and is fit for its intended purpose.

## Useful Life Assessment

The Useful Life can mean either the expected life cycle of a capital asset or the acceptable period of use in service before the vehicle would be disposed of by the funding authority. The Useful Life Ranking is set as follows:

- 0-1 year old vehicles = “5” Ranking
- 1-3 year old vehicles = “4” Ranking
- 3-4 year old vehicles = “3” Ranking

- 4-5 year old vehicles = “2” Ranking
- >5 year old vehicles = “1” Ranking

### Useful Miles Assessment

Useful Miles takes the current mileage of a vehicle and calculates a ranking using the following scale:

- 0-25,000 Miles = “5”
- 25,001-75,000 Miles = “4”
- 75,001–100,000 Miles = “3”
- 100,001-125,000 Miles = “2”
- >125,001 Miles = “1”

### Vehicle Condition Assessment

Rolling stock assessments are conducted by transit management or operations supervisors using a scale of 1 to 5. To conduct a proper vehicle assessment the inspector is required to not only assess the physical vehicle, but also review the maintenance file. The reviewer will identify preventive maintenance inspections as well as maintenance repairs classified as minor or major repairs. Major repairs include substantial work to engine and drivetrain, electrical, body, lift replacement or computer. Minor repairs may include brakes, alignment, minor lift repairs, and other lower cost repairs not associated with preventive maintenance.

### Rolling Stock Condition Ranking

- 5 - Excellent - brand new - no major problems exist - only routine maintenance
- 4 - Good - elements are in good working order - requiring only nominal or infrequent minor repairs (greater than six months between repairs)
- 3- Fair - requires frequent minor repairs (less than six months between repairs) or frequent major repairs (more than six months between major repairs)
- 2- Poor - requires frequent major repairs (less than 6 months between major repairs)
- 1 - Bad - in poor condition - continued use presents potential problems

### Definitions

Minor Repairs: repairs resulting in minimal out of service time (Oil changes and preventive maintenance inspections should not be included). Examples include:

- Windshield wipers
- Tire repair/replace
- Replace mirror
- Repair seat cover
- Adjust lift
- Replace starter
- Replace battery



- Add fluids
- Brakes

Major Repairs: extensive work as a result of an accident, engine or transmission failure, extensive computerized systems repairs, extensive suspension work.

### **Condition Assessment Rating Scale**

By taking an average of the above rating factors for each vehicle, MVRPC is able to come up with a ranking for each of the vehicles in the Region.

- 4.8-5.0      Excellent - No visible defects, new or near new condition, may still be under warranty if applicable
- 4.0-4.7      Good - Defective or deteriorated component(s), but is overall functional
- 3.0-3.9      Adequate - Moderately deteriorated component(s), but has not exceeded useful life
- 2.0-2.9      Marginal - Defective or deteriorated component(s) in need or replacement; exceeded useful life
- 1.0-1.9      Poor - Critically damaged component(s) or in need of immediate repair; well past useful life

Table 3: Vehicle Condition Assessment and Rankings – FTA Funded Vehicles

Transportation Provider Name	Year	Vehicle Type	Source of Funding	Mileage	COND SGR	UL SGR	UM SGR	AVG. SGR	SGR STATUS <=2.5
Franklin Township	2016	Dedicated Mobility Vehicle (MV-1)	FTA 5310	59218	4	4	4	4	
Franklin Township	2014	Light Transit Narrow Body Vehicle (LTN)	FTA 5310	2631	5	4	5	4.67	
Warren County Community Services	2013	Light Transit Narrow Body Vehicle (LTN)		33901	5	3	5	4.33	
City of Kettering Warren County Community Services	2009	Light Transit Vehicle (LTV)	ODOT	63416	3	1	4	2.67	
City of Kettering	2010	Modified Minivan (MMV)		124706	4	1	2	2.33	NON-SGR
City of Kettering	2010	Modified Minivan (MMV)	ODOT	104593	4	1	2	2.33	NON-SGR
City of Kettering	2010	Modified Minivan (MMV)	ODOT	96539	4	1	3	2.67	
Rec West Enrichment Warren County Community Services	2016	Modified Minivan (MMV)	ODOT	20979	4	4	5	4.33	
Wesley Community Center	2012	Standard Minivan (SMV)		77557	5	1	3	3	
Wesley Community Center	2013	Modified Minivan (MMV)		45991	4	2	4	3.33	
Wesley Community Center	2016	Light Transit Vehicle (LTV)		22820	5	5	5	5	
Wesley Community Center	2016	Light Transit Vehicle (LTV)		16519	5	5	5	5	

<b>Transportation Provider Name</b>	<b>Year</b>	<b>Vehicle Type</b>	<b>Source of Funding</b>	<b>Mileage</b>	<b>COND SGR</b>	<b>UL SGR</b>	<b>UM SGR</b>	<b>AVG. SGR</b>	<b>SGR STATUS &lt;=2.5</b>
Wesley Community Center	2010	Modified Minivan (MMV)		109860	3	1	2	2	NON-SGR
Xenia Adult Recreation and Services Center	2016	Dedicated Mobility Vehicle (MV-1)	FTA 5310	24290	4	4	5	4.33	
Xenia Adult Recreation and Services Center	2016	Dedicated Mobility Vehicle (MV-1)	FTA 5310	27758	4	4	4	4	
Xenia Adult Recreation and Services Center	2016	Dedicated Mobility Vehicle (MV-1)	FTA 5310	28889	4	4	4	4	
Xenia Adult Recreation and Services Center	2016	Dedicated Mobility Vehicle (MV-1)	FTA 5310	22864	4	4	5	4.33	
Xenia Adult Recreation and Services Center	2016	Dedicated Mobility Vehicle (MV-1)	FTA 5310	29414	4	4	4	4	
Xenia Adult Recreation and Services Center	2016	Dedicated Mobility Vehicle (MV-1)	FTA 5310	28346	4	4	4	4	
Fairborn Senior Citizen Assoc.	2016	Converted Van (CV)	FTA 5310	30952	4	4	4	4	
Beavercreek Senior Center	2016	Light Transit Vehicle (LTV)	FTA 5310	31617	5	5	5	5	
Beavercreek Senior Center	2018	Light Transit Vehicle (LTV)	FTA 5310	5157	5	5	5	5	

Table 4: Vehicle Condition Assessment and Rankings – Non-FTA Funded Vehicles

Transportation Provider Name	Year	Vehicle Type	Funding Source	Mileage	COND. SGR	UL SGR	UM SGR	AVG. SGR	SGR STATUS <=2.5
Rec West Enrichment	2003	Automobile (AO)	Donation	109396	2	1	2	1.67	NON-SGR
City of Kettering	2008	Automobile (AO)	City or Municipal Funds	120205	3	1	2	2.00	NON-SGR
City of Kettering	1999	Converted Van (CV)	Private Foundation	34878	3	1	4	2.67	
City of Kettering	1999	Converted Van (CV)	Private Foundation	32961	3	1	4	2.67	
Rec West Enrichment	2010	Converted Van (CV)	Other	113091	3	1	2	2.00	NON-SGR
City of Kettering	2003	Light Transit Vehicle (LTV)	City or Municipal Funds	96189	3	1	4	2.67	
Vandalia Senior Center/ City of Vandalia	2008	Automobile (AO)	City or Municipal Funds	86887	3	1	3	2.33	NON-SGR
Beavercreek Senior Center	2009	Light Transit Vehicle (LTV)	City or Municipal Funds	123937	3	1	3	2.33	NON-SGR
Beavercreek Senior Center	2011	Standard Minivan (SMV)	City or Municipal Funds	106675	4	1	2	2.33	NON-SGR
Beavercreek Senior Center	2014	Dedicated Mobility Vehicle (MV-1)	City or Municipal Funds	47651	4	3	4	3.67	

<b>Transportation Provider Name</b>	<b>Year</b>	<b>Vehicle Type</b>	<b>Funding Source</b>	<b>Mileage</b>	<b>COND. SGR</b>	<b>UL SGR</b>	<b>UM SGR</b>	<b>AVG. SGR</b>	<b>SGR STATUS &lt;=2.5</b>
Warren County Community Services	2016	Converted Van (CV)		27888	5	4	4	4.33	
Warren County Community Services	2007	Converted Van (CV)		94869	4	1	3	2.67	
Warren County Community Services	2008	Standard Minivan (SMV)		143689	3	1	1	1.67	NON-SGR
Warren County Community Services	2008	Converted Van (CV)		134444	3	1	1	1.67	NON-SGR
Warren County Community Services	2007	Converted Van (CV)		117144	3	1	2	2.00	NON-SGR
Warren County Community Services	2015	Converted Van (CV)		30752	5	4	4	4.33	
Warren County Community Services	2017	Light Transit Vehicle (LTV)		4576	5	5	5	5.00	

## Decision Support Tools

Based on the three-factor analysis for Rolling Stock, MVRPC is able to calculate annual benchmarks for use in planning, and to be submitted to FTA as part of the NTD reporting cycle. Given this scale, the Miami Valley Region is able to document that the vehicles used by 5310 Provider Agencies are generally within a State of Good Repair, with an average condition rating above 2.5.

Table 5: State of Good Repair Summary

Vehicle Class	FTA	Non FTA	Total	NON SGR Total	NON SGR %
Automobile (AO)	0	3	3	3	100%
Modified Minivan (MMV)	6	0	6	3	50%
Standard Minivan (SMV)	1	2	3	3	100%
Dedicated Mobility Vehicle (MV-1)	7	1	8	0	0%
Converted Van (CV)	1	8	9	3	33%
Light Transit Narrow Body Vehicle (LTN)	2	0	2	0	0%
Light Transit Vehicle (LTV)	5	3	8	1	13%
Totals	22	17	39	13	

## Performance Targets

The summary and performance targets for reporting are listed below.

Table 6: Performance Targets – Useful Life Benchmark

Assets	Performance Target	Vehicle Age <ULB	Vehicle Age >ULB	Total	2018 Baseline	Target ULB
Automobile (AO)		0	3	3	100%	4 years 100k
Modified Minivan (MMV)		1	5	6	83%	4 years 100K
Standard Minivan (SMV)		0	3	3	100%	4 years 100k
Dedicated Mobility Vehicle (MV-1)		8	0	8	0%	4 years 100k
Converted Van (CV)		3	6	9	67%	4 years 100k
Light Transit Narrow Body Vehicle (LTN)		2	0	2	0%	5 years 100k
Light Transit Vehicle (LTV)		5	3	8	38%	5 years 100k
	<b>No more than 45% to exceed ULB in 2019</b>	19	20	39	51%	

Table 7: Alternate Performance Target - SGR Based Benchmark

2018 Baseline Performance Measure	Total Vehicles	NON SGR Total	2018 Baseline NON SGR %
Totals	39	13	33%
<b>Performance Target 2019</b>	<b>Vehicles with SGR &gt;2.5</b>		<b>No more than 25%</b>

The above performance targets are based on the limited ability of MVRPC to predict what local agencies will apply for replacement vehicles and be able to provide local match funding.

### Investment Prioritization

Through the inventory and condition assessment process, MVRPC is able to generate a listing of capital assets in need of replacement or rehabilitation. In an effort to achieve an increased level of State of Good Repair (SGR) and assure transit riders and transit employees that the vehicles they are riding or operating are safe and reliable, MVRPC will annually generate a Priority Asset List to guide future investment decisions. Other factors may have an impact on the ability to replace the assets on the Priority list, but knowing the deficiencies would give MVRPC the ability to plan more effectively for the years to come.

### Vehicles In Need Of Replacement

The following Table shows a list of assets scoring the lowest average condition assessment based on the three-factor analysis for rolling stock. Any vehicle with a score below 2.5 is included.

Table 8: Priority Replacement

Transportation Provider Name	Year	Vehicle Type	Manufacturer Model	AVG. SGR	SGR STATUS <=2.5
Beavercreek Senior Center	2009	Light Transit Vehicle (LTV)	Ford F350	2.33	NON-SGR
Beavercreek Senior Center	2011	Standard Minivan (SMV)	Dodge Caravan	2.33	NON-SGR
City of Kettering	2010	Modified Minivan (MMV)	Dodge Grand Caravan SE	2.33	NON-SGR
City of Kettering	2008	Automobile (AO)	Chevy Impala	2.00	NON-SGR
Rec West Enrichment	2003	Automobile (AO)	Chevy Impala	1.67	NON-SGR
Rec West Enrichment	2010	Converted Van (CV)	Ford Econoline	2.00	NON-SGR

<b>Transportation Provider Name</b>	<b>Year</b>	<b>Vehicle Type</b>	<b>Manufacturer Model</b>	<b>AVG. SGR</b>	<b>SGR STATUS &lt;=2.5</b>
Vandalia Senior Center/ City of Vandalia	2008	Automobile (AO)	Chevy Uplander	2.33	NON-SGR
Warren County Community Services	2010	Modified Minivan (MMV)		2.33	NON-SGR
Warren County Community Services	2008	Standard Minivan (SMV)	Dodge Caravan	1.67	NON-SGR
Warren County Community Services	2008	Converted Van (CV)	Chevy Uplander	1.67	NON-SGR
Warren County Community Services	2007	Converted Van (CV)	Chevy Uplander	2.00	NON-SGR
Wesley Community Center	2010	Modified Minivan (MMV)	Braun	2.00	NON-SGR

### 5310 Program Management Plan

MVRPC Adopted a Program Management Plan for the Section 5310 Specialized Transportation program in 2013. This program provides funding for traditional vehicles for our Region’s Human Services transportation fleet. By considering the result of the annual Priority Asset List when applicants request 5310 funding, MVRPC staff will have a strengthened platform for determining investment priority. The staff will also take the following language, from the 5310 PMP, into consideration:

“Priority projects may be identified by the Regional Coordination Council and funded without a competitive selection process, as is permitted under FAST Act. These projects could be conducted by a Direct Recipient or by an eligible sub-recipient, or through contract with a third party. The Regional Coordination Council could identify the appropriate implementing agency, or could develop a Request for Qualifications which would be publicly advertised.

In the case of the 55% floor for traditional capital projects, funding priorities are as follows:

- First priority: replacement of 5310 vehicles which have outlived their useful life. Documentation that a current vehicle has met the useful life criteria will be required. Agencies requesting replacement vehicles will need to document that their current fleet is meeting mileage and passenger



minimums and that the agency is an active participant in the coordination process.

- Second priority: expansion vehicles to address unmet needs which have been identified and documented by a currently participating agency or by the Coordination Council. Agencies requesting expansion vehicles will have to document that their current vehicles were meeting mileage and passenger minimums and that the agency was an active participant in the coordination process. Agencies will have to demonstrate they have the administrative capacity to expand services.
- Third priority: expansion vehicles to address an unmet need that has been identified and documented by an agency that is not currently participating in the 5310 program, or by the Coordination Council. If the Council identifies an unmet need, and no currently participating agency can meet that need, the Council can solicit a new entity to meet that need. Newly participating agencies would have to demonstrate that they have the administrative capacity to provide services and develop a service plan.

First Priority vehicles will not be subject to competitive selection. Second and third priority request may compete against like applications, if competitive selection is deemed appropriate by the Coordination Council. All projects must be identified in the Coordinated Plan.”

The Transit Asset Management Plan will guide MVRPC’s investment prioritization to maintain the Regions fleet of 5310 vehicles safe and in a state of good repair.

### **Communications**

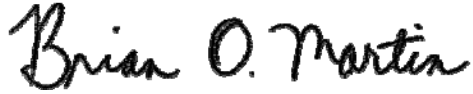
MVRPC has met with ODOT’s Office of Transit regarding preparation of the TAM Plan, and to ensure that the MPO’s plan coordinates with but does not overlap the State’s group plan. MVRPC has met with or coordinated over the phone with all the participating Transportation Providers regarding the data collected for the TAM Plan and the use of the data to establish performance targets. The signatures of the Accountable Executives for each agency are attached.

The Transit Asset Management Plan will be posted on the MVRPC website, [www.mvrpc.org](http://www.mvrpc.org), to ensure public access.

## Appendix A: Authorization of Accountable Executives

Authorization of the Accountable Executive, typically each participating agency's chief executive, is required for the TAM Plan. The performance targets established annually *will apply equally to all participants in the group plan. The annual targets do not need to be approved by the Accountable Executives, though they may be consulted.*

### MVRPC Executive Director



10/04/2018

\_\_\_\_\_  
Brian O. Martin, Miami Valley Regional Planning Commission      Date

**Appendix A: Participating Agency Directors**

	Date
Beavercreek Senior Center	
City of Kettering	
Fairborn Senior Citizen Association	
Franklin Township	
Rec West Enrichment	
Vandalia Senior Center/ City of Vandalia	
Warren County Community Services	

**Appendix A: Participating Agency Directors**

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Wesley Community Center

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Xenia Adult Recreation and Services Center

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